

**Table A1. Mean Hourly Wages, Benefits, and Total Compensation**

Eligible applicants	Mean Hourly Wage	Mean Hourly Benefits	Total Compensation	BLS Occupational Group
<b>State &amp; local governments (including schools)</b>				
<b>managerial</b>	\$35.60	\$17.89	\$53.49	Management, professional, and related
<b>technical</b>	\$19.59	\$14.20	\$33.79	Service
<b>clerical</b>	\$18.22	\$12.56	\$30.78	Office and administrative support
Bureau of Labor Statistics Economic News Release <i>Table 4. State and local government, by occupational and industry group</i> , June 2015. <a href="http://www.bls.gov/news.release/ecec.t02.htm">http://www.bls.gov/news.release/ecec.t02.htm</a>				
<b>Private fleets</b>				
<b>managerial</b>	\$38.40	\$17.42	\$55.82	Management, professional, and related
<b>technical</b>	\$17.99	\$9.48	\$27.47	Transportation and material moving
<b>clerical</b>	\$16.68	\$7.48	\$24.16	Office and administrative support
Bureau of Labor Statistics Economic News Release <i>Table 9. Private industry, goods-producing and service-providing industries, by occupational group</i> , June 2015. <a href="http://www.bls.gov/news.release/ecec.t02.htm">http://www.bls.gov/news.release/ecec.t02.htm</a>				

Table A2. State Government Burden Calculation (per Response)

Task	Estimated Time to Complete (hr)	Contribution of Each Worker to the Task			Weighted Average Cost	Respondent Type	Reporting Frequency	No. Responses / Respondent / year	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
		Management	Technical	Clerical								
<b>Task 1: Rebate Application - Part I</b>												
1a. Review instructions	1.00	0.25	0.75	0.00	\$38.72	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1b. Gather information about existing vehicle(s) to replace or retrofit	1.50	0.00	1.50	0.00	\$50.69	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1c. Fill out Application to Reserve Funds	0.40	0.00	0.40	0.00	\$13.52	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1d. Sign and submit to EPA	0.10	0.10	0.00	0.00	\$5.35	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1e. Submit Purchase Order to EPA within 60 days of application approval	0.50	0.10	0.25	0.15	\$18.41	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
<b>Task 1 Total</b>	<b>3.50</b>	<b>0.45</b>	<b>2.90</b>	<b>0.15</b>	<b>\$126.68</b>							
<b>Task 2: Rebate Application Form - Part II</b>												
2a. Review instructions	0.50	0.00	0.50	0.00	\$16.90	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2b. Gather invoices and information for new vehicle(s) and/or equipment	1.00	0.00	1.00	0.00	\$33.79	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2c. Fill out Application for Payment Request, Sign, Submit to EPA	0.50	0.10	0.40	0.00	\$18.87	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2d. Record keeping	0.50	0.10	0.00	0.40	\$17.66	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
<b>Task 2 Total</b>	<b>2.50</b>	<b>0.20</b>	<b>1.90</b>	<b>0.40</b>	<b>\$87.21</b>							

Table A3. Local Government Burden Calculation (per Response)

Task	Estimated Time to Complete (hr)	Contribution of Each Worker to the Task			Weighted Average Cost	Respondent Type	Reporting Frequency	No. Responses / Respondent / year	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
		Management	Technical	Clerical								
<b>Task 1: Rebate Application - Part I</b>												
1a. Review instructions	1.00	0.25	0.75	0.00	\$38.72	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1b. Gather information about existing vehicle(s) to replace or retrofit	1.50	0.00	1.50	0.00	\$50.69	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1c. Fill out Application to Reserve Funds	0.40	0.00	0.40	0.00	\$13.52	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1d. Sign and submit to EPA	0.10	0.10	0.00	0.00	\$5.35	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1e. Submit Purchase Order to EPA within 60 days of application approval	0.50	0.10	0.25	0.15	\$18.41	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
<b>Task 1 Total</b>	<b>3.50</b>	<b>0.45</b>	<b>2.90</b>	<b>0.15</b>	<b>\$126.68</b>							
<b>Task 2: Rebate Application Form - Part II</b>												
2a. Review instructions	0.50	0.00	0.50	0.00	\$16.90	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2b. Gather invoices and information for new vehicle(s) and/or equipment	1.00	0.00	1.00	0.00	\$33.79	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2c. Fill out Application for Payment Request, Sign, Submit to EPA	0.50	0.10	0.40	0.00	\$18.87	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2d. Record keeping	0.50	0.10	0.00	0.40	\$17.66	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
<b>Task 2 Total</b>	<b>2.50</b>	<b>0.20</b>	<b>1.90</b>	<b>0.40</b>	<b>\$87.21</b>							

Table A5. Private Fleet Burden Calculation (per Response)

Task	Estimated Time to Complete (hr)	Contribution of Each Worker to the Task			Weighted Average Cost	Respondent Type	Reporting Frequency	No. Responses / Respondent / year	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
		Management	Technical	Clerical								
<b>Task 1: Rebate Application - Part I</b>												
1a. Review instructions	1.00	0.25	0.75	0.00	\$34.56	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1b. Gather information about existing vehicle(s) to replace or retrofit	1.50	0.00	1.50	0.00	\$41.21	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1c. Fill out Application to Reserve Funds	0.40	0.00	0.40	0.00	\$10.99	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1d. Sign and submit to EPA	0.10	0.10	0.00	0.00	\$5.58	All applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
1e. Submit Purchase Order to EPA within 60 days of application approval	0.50	0.10	0.25	0.15	\$16.07	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
<b>Task 1 Total</b>	<b>3.50</b>	<b>0.45</b>	<b>2.90</b>	<b>0.15</b>	<b>\$108.41</b>							
<b>Task 2: Rebate Application Form - Part II</b>												
2a. Review instructions	0.50	0.50	0.00	0.00	\$27.91	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2b. Gather invoices and information for new vehicle(s) and/or equipment	1.00	0.50	0.50	0.00	\$41.65	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2c. Fill out Application for Payment Request, Sign & Submit to EPA	0.50	0.10	0.15	0.25	\$15.74	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
2d. Recordkeeping	0.25	0.00	0.00	0.25	\$6.04	Approved Applicants	As needed	1	Reporting	Application	Voluntary	Government, non-profit, business
<b>Task 2 Total</b>	<b>2.25</b>	<b>1.10</b>	<b>0.65</b>	<b>0.50</b>	<b>\$91.34</b>							

**Table A6. Typical Rebate Program Respondent Burden**

	Number of Responses	Hours per Response	Cost per Response	Total Hours	Total Cost
<b>Task 1 - Rebate Application</b>					
State governments	20	3.5	\$126.68	70.0	\$2,533.57
Local govts (incl school districts)	661	3.5	\$126.68	2,313.5	\$83,734.49
Private Fleets	90	3.5	\$108.41	315.0	\$9,756.54
<b>Task 1 - Total</b>	<b>771</b>			<b>2,699</b>	<b>\$96,024.60</b>
<b>Task 2 - Payment Request</b>					
State governments	5	2.5	\$87.21	12.5	\$436.06
Local govts (incl school districts)	39	2.5	\$87.21	97.5	\$3,401.23
Private Fleets	8	2.25	\$91.34	18.0	\$730.70
<b>Task 2 Total</b>	<b>52</b>			<b>128</b>	<b>\$4,567.98</b>
<b>Total Respondent Burden</b>	<b>823</b>		<b>\$ 122.23</b>	<b>2,827</b>	<b>\$100,592.58</b>

**Table A6. Task Breakdown**

**State & Local**

	Number of Responses	Hours	Cost	Cost per Hour
Task 1 - State & Local	681	2,383.50	\$ 86,268.06	
Task 2 - State & Local	44	110.0	3,837.28	\$ 34.88
Reporting		88.0	3,069.83	
Record Keeping		22.0	767.46	
<b>State &amp; Local Total Task 1 &amp; 2</b>	<b>725</b>	<b>2,493.5</b>	<b>\$ 90,105.34</b>	
<b>Previous State &amp; Local</b>	<b>110</b>	<b>327.0</b>	<b>\$ 15,691.24</b>	

**Private**

	Number of Responses	Hours	Cost	Cost per Hour
Task 1 - Private	90	315	\$ 9,698.57	
Task 2 - Private	8	18	730.70	\$ 40.59
Reporting		16	649.51	
Record Keeping		2	81.19	
<b>Private Task 1 &amp; 2 Total</b>	<b>98</b>		<b>10,429.27</b>	
<b>Previous Private</b>	<b>55</b>	<b>171</b>	<b>\$ 8,052.00</b>	

Table A7. EPA Burden Calculation

Task	Estimated Time to Complete (hr)	Number of Responses / year	Total Hours	Total Labor Cost <sup>1</sup>	Respondent Type	Reporting Frequency	Type of Activity (OMB)	Type of Activity (EPA classification)	Obligation of Response (OMB)	Affected Public (OMB)
<b>Task 1: Rebate Application - Part I</b>										
1a. Review Application to Reserve Funds for eligibility with program requirements	0.50	771	385.5	\$16,291.23	EPA	As needed	Reporting	Application	Voluntary	EPA
1b. Enter updated vehicle and/or equipment information into tracking database	0.50	771	385.5	\$16,291.23	EPA	As needed	Reporting	Application	Voluntary	EPA
<b>Task 1 Total</b>	<b>1.00</b>		<b>771</b>	<b>\$32,582.46</b>						
<b>Task 2: Rebate Application Form - Part II</b>										
2a. Review Application for Payment Request to confirm compliance with program guidance	0.50	52	26	\$1,098.76	EPA	As needed	Reporting	Application	Voluntary	EPA
2b. Enter new vehicle and/or equipment information into tracking database	0.50	52	26	\$1,098.76	EPA	As needed	Reporting	Application	Voluntary	EPA
2c. Release funds to applicant	0.50	52	26	\$1,098.76	EPA	As needed	Reporting	Application	Voluntary	EPA
<b>Task 2 Total</b>	<b>1.50</b>		<b>78</b>	<b>\$3,296.28</b>						
<b>Total EPA Burden</b>		<b>823</b>	<b>849</b>	<b>\$35,878.74</b>						

**Notes:**

1. Labor Rate for Federal is \$42.26